

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE INSPECTOR GENERAL**

**OFFICE OF THE
CHIEF MEDICAL EXAMINER
FINAL REPORT OF INSPECTION**



**CHARLES C. MADDOX, ESQ.
INSPECTOR GENERAL**

Inspections and Evaluations Division

Mission Statement

The Inspections and Evaluations (I&E) Division of the Office of the Inspector General is dedicated to providing District of Columbia (D.C.) government decision makers with objective, thorough, and timely evaluations and recommendations that will assist them in achieving efficiency, effectiveness, and economy in operations and programs. I&E's goals are to help ensure compliance with applicable laws, regulations, and policies, to identify accountability, recognize excellence, and promote continuous improvement in the delivery of services to D.C. residents and others who have a vested interest in the success of the city.

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Inspector General

Charles C. Maddox, Esq.
Inspector General



September 22, 2003

Jonathan L. Arden, MD
Chief Medical Examiner
Office of the Chief Medical Examiner
1910 Massachusetts Avenue, S.E.
Washington, DC 20004

Dear Dr. Arden:

Enclosed is our final *Report of Inspection of the Office of the Chief Medical Examiner (OCME)*. Your agency's comments on the 41 findings and 74 recommendations by the inspection team are included in the Report. Please note that because you interspersed many of your comments among the words of our text, we were unable to include them in the Executive Summary because they would be read out of context. They are included verbatim, however, in the body of the report following our findings and recommendations. The Executive Summary does contain all of the comments you made that specifically address our recommendations.

We are pleased to note your agreement with more than 80% of our recommendations. This clearly reflects your interest in taking the actions necessary to create a more efficient and well-run OCME.

In accordance with Mayor's Order 2000-105, District agencies are responsible for taking action on all agreed-upon recommendations in this final Report. The Office of the Inspector General (OIG) has established a process to track agency compliance and to facilitate our follow-up inspection activities. Enclosed are *Compliance Forms* on which to record and report to this Office any actions you have taken concerning each outstanding recommendation. These forms will assist you in tracking the completion of actions taken by your staff, and will assist this Office in its inspection follow-up activities. We track agency compliance with all agreed-upon recommendations made in our reports of inspection, and we request that you and your administrators establish response dates on the forms and advise us of those dates so we can enter them on our copies of the *Compliance Forms*.

In some instances, things beyond your control, such as budget decisions, impact on trying to set specific deadlines. In those instances we request that you assign *target dates* based on whatever knowledge and experience you have about a particular issue. Please ensure that the *Compliance Forms* are returned to the OIG by the response date, and that reports of "Agency Action Taken" reflect actual completion, in whole or in part, of a recommended action rather than "planned"

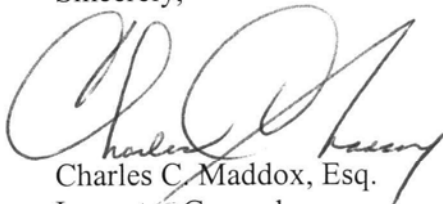
Letter to Jonathan L. Arden
September 22, 2003
Page 2

action. We will work closely with your designated point of contact throughout the compliance process.

We appreciate the cooperation shown by you and your employees during the inspection, and we hope to continue in a cooperative relationship during the upcoming follow-up period.

If you have questions or require assistance in the course of complying with our recommendations, please contact me or Alvin Wright, Jr., Assistant Inspector General for Inspections and Evaluations at (202) 727-5052.

Sincerely,



Charles C. Maddox, Esq.
Inspector General

CCM/AW/JCS/jcs

Enclosure

cc: See Distribution

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Letter to Jonathan L. Arden

September 22, 2003

Page 4

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TABLE OF CONTENTS

EXECUTIVE SUMMARY	2
Scope and Methodology	2
INTRODUCTION.....	18
Background and Perspective	18
Scope and Methodology	18
Compliance and Follow-Up.....	18
EMPLOYEE SURVEY	20
KEY FINDINGS	24
Long-standing Problems Continue Under Current CME	24
OCME Is Not An Accredited Facility	27
Autopsy Reports Are Significantly Backlogged	28
Unidentified, Unclaimed Bodies Are Not Disposed of Timely.....	30
Autopsy Policies and Procedures Are Inadequate.....	31
Dangerous Fumes Cause Closure of Histology Lab.....	34
Child Fatality Review Committee Relationship Marred by Problems	35
Staffing for Critical Positions Is Inadequate.....	39
CME Is Not Providing Required Annual Statistical Reports	44
HEALTH AND SAFETY ISSUES	47
Careless X-ray Practices Endanger Employees.....	47
Old, Broken Stretchers and Carts Pose Safety Hazards	49
Employees Dispose of Biohazardous Waste Without Training	49
No Precautions Taken Against Biohazard Contamination	50
Required Hazardous Communication Program Is Not In Place	50
Autopsy Suite Tissue Storage Areas Are Not Adequately Ventilated	51
Unsafe Handling of Personal Protective Equipment	51
Mortuary, Lab Workers Lack Adequate Shower Facilities.....	53
Odors From Autopsy Suite Permeate Public Access Areas	53
MORTUARY.....	55
Death Pronouncements Are Not Always Timely	55
No Procedures Developed for Body Handling and Transport.....	56
Body Intake Processing Procedures Are Insufficient.....	57
No Action Taken on Unidentified Skeletal Remains	57
Fingerprinting Delays Slow Identification of Bodies.....	58
Body Identification Policies Are Inconsistent	59
Body Release Policies Are Not Standardized or Written	61
Decedents' Personal Effects Are Not Adequately Safeguarded.....	61
Mortuary Technicians Do Not Receive Differential Pay	64
FORENSIC INVESTIGATIONS.....	67
Some MPD Officers Said to Impede OCME Investigations	67
OCME Death Scene Investigations Are Not Standardized	68

TABLE OF CONTENTS

OCME Fails to Obtain MPD, FEMS Investigative Reports.....	70
OFFICE OF THE CME	72
Required Workplace Safety Program Has Not Been Established	72
OCME Does Not Have a Mass Fatality Plan	76
OCME Is Not Prepared to Handle After-Hours Autopsy Requests	77
Public Inquiries, Complaints Not Tracked and Responded To	78
OCME Lacks a Quality Assurance Program.....	79
Extensive Use of Term Employees May Violate Personnel Regulations	82
Consultant Improperly Given Supervisory, Managerial Responsibilities	83
Employees Do Not Receive Annual Evaluations	86
ADMINISTRATION	88
Case Records Are Not Properly Secured and Controlled.....	88
New Automated Case Management System Is Behind Schedule	89
Toxicology Lab Lacks Sufficient Electrical Power.....	91

List of Appendices

Appendix 1:	List of Findings and Recommendations
Appendix 2:	Sample Employee Survey
Appendix 3:	<i>Washington Post</i> Articles on OCME
Appendix 4:	Excerpts from Employee Interviews
Appendix 5:	Management Alert Report (MAR 03-I-005)
Appendix 6:	CME's Response to MAR 03-I-005
Appendix 7:	Management Alert Report (MAR 03-I-003)
Appendix 8:	CME's Response to MAR 03-I-003
Appendix 9:	Letter to [REDACTED] confirming elevated levels of contaminants in the Histology Laboratory of the OCME.
Appendix 10:	Property/Evidence Form for Transfer of Decedents' Property
Appendix 11:	OIG Special Report: How OCME Handled the Autopsy of Sniper Victim Pascal Charlot
Appendix 12:	CME Memorandum Appointing IT Consultant as OCME Chief Technology Officer With Supervisory/Managerial Responsibilities

TABLE OF CONTENTS

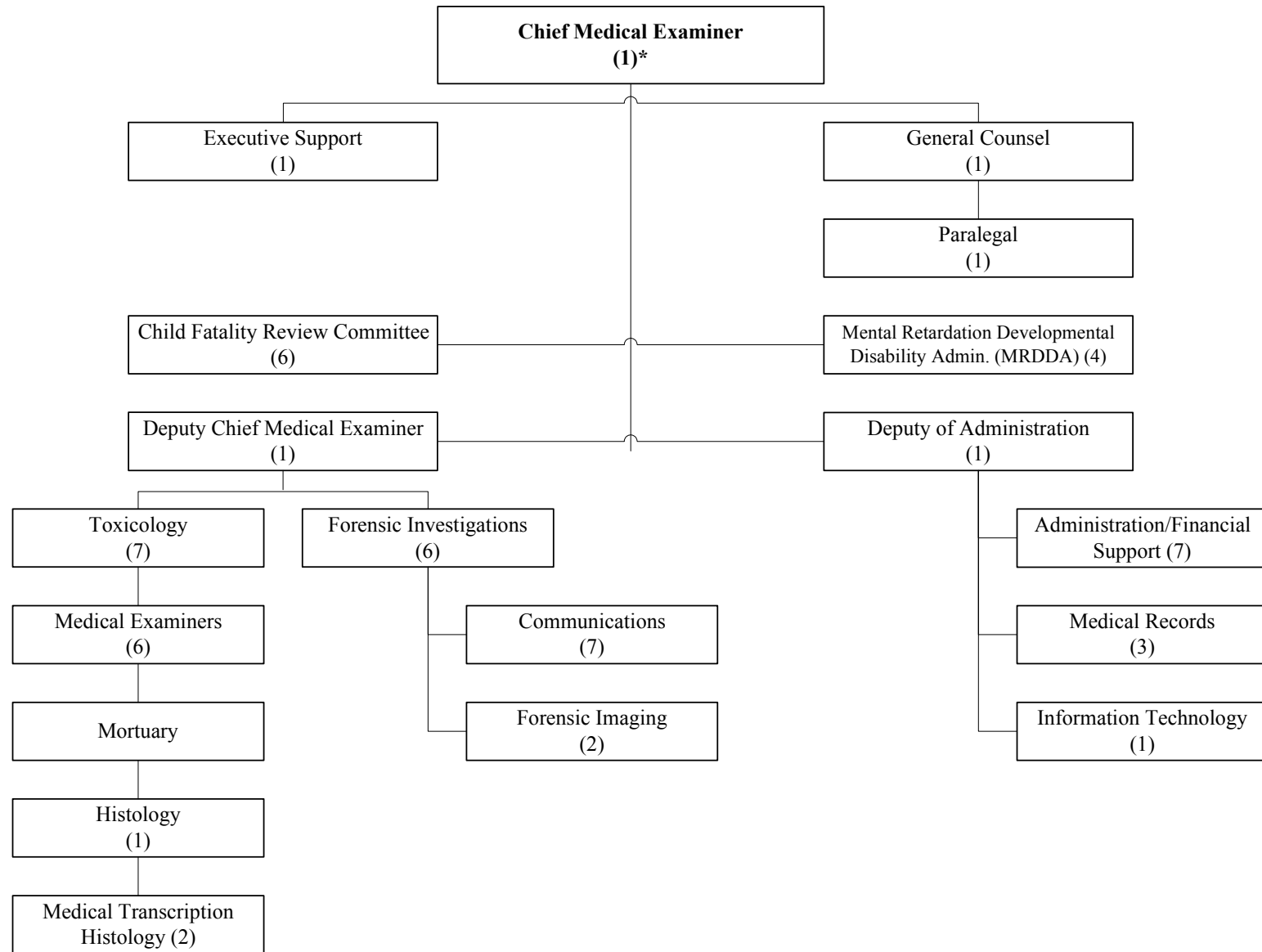
Appendix 13:	CME Cover Letter to Draft Report
Appendix 14:	Charles Ramsey, Chief of Police, Metropolitan Police Department response to Finding 28

ACRONYMS

CDC	Centers for Disease Control
CFRC	Child Fatality Review Committee
CME	Chief Medical Examiner
CMS	Case Management System
DCMR	District of Columbia Municipal Regulations
DC OSH	District of Columbia Office of Occupational Safety and Health
EOM	Executive Office of the Mayor
DHS	Department of Human Services
DOH	Department of Health
DPM	District Personnel Manual
MAR	Management Alert Report
MCU	Mobile Crime Unit
ME	Medical Examiner
MLI	Medicolegal Investigator
MPD	Metropolitan Police Department
NAME	National Association of Medical Examiners
OCME	Office of the Chief Medical Examiner
OCTO	Office of the Chief Technology Officer
OPM	Office of Personnel Management
OSHA	U.S. Department of Labor Occupation Safety and Health Administration



Office of the Chief Medical Examiner



* Denotes number of employees.

EXECUTIVE SUMMARY